

#1925645

Excluded Support Staff Job Description

POSITION: Community School Food Facilitator

REPORTS TO: School Administration

SUPERVISES: Community School Food Facilitator Assistant in collaboration with the School Administration

JOB SUMMARY: As part of a Community School the Community School Food Facilitator reports to and is under the supervision of the school administration to ensure smooth operation of the universal student nutrition program to provide accessible school nutrition services with the hopes of improving educational opportunities, experiences and outcomes for students at the Community School.

This position is funded through the Universal Nutrition Program.

POTENTIAL EXPOSURE TO VIOLENCE:

Working in a school setting, especially working closely with students, poses certain inherent risks. Annual training in risk mitigation may be provided for this position.

DUTIES AND RESPONSIBILITIES:

- Supports the Community School Nutrition programming to provide nutrition to all students and is responsible for menu planning, food preparation, and delivery/service for breakfast, lunch and snacks for students.
- Engage with school administration to ensure that food reflects the diversity of preferences, requirements and cultural backgrounds within the school.
- Connect and build positive relationships with all students, staff, families and school community volunteers.

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ST. JAMES-ASSINIBOIA SCHOOL DIVISION

Great Schools for Growing and Learning

JOB DESCRIPTION:**AP5-27**

- Establishes and maintains a community kitchen in accordance with Manitoba Health and Safety Guidelines and Canada's Food Guide
- Keeps inventory of stock and ensures weekly grocery shopping is done to facilitate the program.
- Performs other support-related duties as required.

QUALIFICATIONS:

- High School Diploma plus experience or specialized certificate/diplomas (Food Services).
- Experience in the food industry cooking in a cafeteria setting.
- Excellent organizational, interpersonal, and communication skills.
- Ability to be a self-starter, and to work well with minimal supervision.
- Ability to work collaboratively with staff, students, parents, families, and school community volunteers
- First Aid/CPR or the ability to complete in a reasonable timeframe.
- A Valid Class 5 Drivers License and access to a reliable vehicle.
- A Food Handler's Certificate.
- An equivalent combination of education and experience may be acceptable to the Division.

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